

M e m o r a n d u m

Date: January 8, 2010

To: Westminster Area
Attention: Captain R. Pena

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.16163.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Westminster Area was conducted on October 6, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on December 7, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 661 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 57 items when rounded up to the next whole number (d).

Safety, Service, and Security

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	258	39.03%	21.86%	22
Telecommunications	230	34.80%	19.49%	20
Fleet	33	4.99%	2.80%	3
Weapons	140	21.18%	11.86%	12
Total	661			57

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 45 of the 57 items were located. Two items (PAS Devices) were sent to the Department of Justice for repairs. Three items were transferred out of the command and four items were not located. Additionally, three items selected for inspection were unavailable as they were needed for patrol functions. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 27 of the 27 items reconciled.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by April 8, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

Westminster Area

Page 3

January 8, 2010

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

A handwritten signature in black ink that reads "M.C.A. Santiago". The signature is written in a cursive, flowing style.

M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Assistant Commissioner, Field
Border Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
WESTMINSTER - 670
December 7, 2009**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
COMPUTER	151153			X			No CHP tag on computer. Needs replacement.
PAS DEVICES INTOX ALCOSENSOR IV	153616					X	See attached signed 202L.
PAS DEVICES INTOX ALCOSENSOR IV	153617					X	See attached signed 202L.
Mobile Radio	R41008					X	Unavailable to inspect. Unit out in field due to rain.
Mobile Radio	R42149	X					Item not located.
Mobile Radio	R43047				X		Transferred to 075. See signed CHP 57.
Mobile Repeater	R46624	X					Item not located.
Motorcycle Radio	R47891					X	Unavailable to inspect due to rainy weather. Motorcycle at officer's residence.
Motorcycle Radio	R48111				X		Transferred to 645. See unsigned CHP 266.
Scanner	R50560				X		Transferred to 075. See signed CHP 57.
Hand-Held Radio	R65128					X	Officer on RDO's. Item not available.
Hand-Held Radio	R66727	X					Item not located.
Battery Charger - Radio	R70287	X					Item not located.

ATTACHMENT B

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
WESTMINSTER - 670**

ATTACHMENT B

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT									
1	103517	RADAR VEHICLE	DC9396	X					
2	104460	PRINTER	USDK034954	X					
3	119197	UNINTERRUPTABLE POWER SOURCE	WS0013006323	X					
4	127941	PRINTER	USBLM01423	X					
5	131173	RADAR VEHICLE MOUNTED	DC080961	X					
6	135572	LAPTOP	84085896H	X					
7	144233	RECORDER, DIGITAL		X					
8	145605	COMPUTER	2UA6320W0B	X					
9	146706	DIGITAL MEDIA CAMERA		X					
10	148913	PRINTER	CNRXL24454	X					
11	151153	COMPUTER	2UA7241CSB	X				X	No CHP tag on computer. Needs replacement.
12	152713	COMPUTER	MXL7300VVN	X					
13	153616	PAS DEVICES INTOX ALCOSENSOR IV	077666		X				See attached signed 202L.
14	153617	PAS DEVICES INTOX ALCOSENSOR IV	077672		X				See attached signed 202L.
15	161748	LAPTOP	0004639101	X					
16	161750	LAPTOP	0004639068	X					
17	161751	LAPTOP	0004639081	X					
18	161753	LAPTOP	0004639080	X					
19	161771	LAPTOP	0004639082	X					
20	161773	LAPTOP	0004639090	X					
21	80266	DICTATOR PORT 2500 W/CASE	76304926	X					
22	XRR0356	ALCOHOL SCREENING DEVICE/CASE P037047	18201	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
WESTMINSTER - 670**

ATTACHMENT B

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST									
1	124226	SWITCH	7MMV5732F38	X					
2	127513	SWITCH	7MAV5023DF8	X					
3	130643	ROUTER	JMX0721L0QJ	X					
4	135134	Uninterruptable Power Source	AS0339111812	X					
5	135138	Uninterruptable Power Source	AS0339211711	X					
6	135241	FILE SERVER	EBDTLDN42V	X					
7	145606	COMPUTER	2UA6320W0C	X					
8	145607	COMPUTER	2UA6320W08	X					
9	148913	PRINTER	CNRXL24454	X					
10	151154	COMPUTER	2UA7241CS7	X					
11	151155	COMPUTER	2UA7241CS8	X					
12	152810	COMPUTER	MXL7300VMY	X					
13	163161	VCR / DVD PLAYER W/ WALL MOUNT		X					
14	80263	DICTATOR PORT 2500 W/CASE	76304923	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT C

**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
WESTMINSTER - 670**

ATTACHMENT C

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT											
1	R41008	Mobile Radio	1248291		9523949		X				Unavailable to inspect. Unit out in field due to rain.
2	R42149	Mobile Radio	1270498		9540118		X				Item not located.
3	R43047	Mobile Radio	1248045		9542124				X		Transferred to 075. See signed CHP 57.
4	R45858	Mobile Repeater	1248479		7739000	X					
5	R46624	Mobile Repeater	1215457	670 AI-08	7733163		X				Item not located.
6	R47587	Mobile Repeater	1290325		7783536	X					
7	R47891	Motorcycle Radio	M9680				X				Unavailable to inspect due to rainy weather. Motorcycle at officer's residence.
8	R48111	Motorcycle Radio	M9331	92A24					X		Transferred to 645. See unsigned CHP 266.
9	R50560	Scanner	1248045		5000308				X		Transferred to 075. See signed CHP 57.
10	R58355	Mobile Radio	3QKM961		9934887	X					
11	R62836	Hand-Held Radio	13523	MM 09-052	402AWW5811	X					
12	R64477	Hand-Held Radio	14497	AREI-08	402AWY7776	X					
13	R65012	Hand-Held Radio	17788		402AWY6928	X					
14	R65128	Hand-Held Radio	17644		402AWYB127		X				Officer on RDO's. Item not available.
15	R66727	Hand-Held Radio	WAS-670				X				Item not located.
16	R67406	Hand-Held Radio	18887	MM 09-081	402AXA4522	X					
17	R67630	Hand-Held Radio	19675	CTC 1-09	402AXA4087	X					
18	R70287	Battery Charger - Radio					X				Item not located.
19	R76011	Announcer - Telephone			4978	X					
20	R97478	Citizen Band Radio	1183686		54025341	X					

LEGEND

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**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
WESTMINSTER - 670**

ATTACHMENT C

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST											
1	R100624	Cellular Telephone	PENA		07612896227	X					
2	R45858	Mobile Repeater	1248479		7739000	X					
3	R53918	Scanner	1183686		45006575	X					
4	R57048	Control Head - Mobile	1204863		1565387	X					
5	R62350	Hand-Held Radio	17858		402AWW4988	X					
6	R67583	Hand-Held Radio	16177		402AXA4182	X					
7	R68667	Hand-Held Radio	16194		402AXE7629	X					
8	R70282	Battery Charger - Radio				X					
9	R70314	Battery Charger - Radio				X					
10	R70316	Battery Charger - Radio				X					
11	R70318	Battery Charger - Radio				X					
12	R70319	Battery Charger - Radio				X					
13	R70323	Battery Charger - Radio				X					

LEGEND

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ATTACHMENT D

ACTIVE EQUIPMENT INVENTORY BY LOCATION
(PAR:EQUIP INVENT BY LOC)
11/24/2009

COMMAND	EQUIPMENT ID	LICENSE	DESCRIPTION	YEAR	MAKE	MODEL
670	1160863	1160863	CANINE	2003	FOR	CRNVIC
670	1221970	1221970	PRIMARY COLLISION FACTOR	2006	FOR	CRNVIC
670	1248069	1248069	ENFORCEMENT SEDAN	2007	FOR	CRNVIC
670	1248289	1248289	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1248291	1248291	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1248479	1248479	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1248549	1248549	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1249914	1249914	PRIMARY COLLISION FACTOR	2007	FOR	CRNVIC
670	1270424	1270424	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270433	1270433	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270498	1270498	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270562	1270562	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270747	1270747	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270766	1270766	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270767	1270767	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270910	1270910	ENFORCEMENT SEDAN	2008	FOR	CRNVIC
670	1270998	1270998	ENFORCEMENT SEDAN	2009	DOD	CHARGER
670	1288993	1288993	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1289086	1289086	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1289125	1289125	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1290323	1290323	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	1290325	1290325	ENFORCEMENT SEDAN	2009	FOR	CRNVIC
670	3QKM961	5WYE201	COMMANDER VEHICLES	2007	FOR	CRNVIC
670	C2325E	1084753	MOTOR CARRIER VEHICLES	2001	DOD	RAMVAN
670	C2476E	1111837	MOTOR CARRIER VEHICLES	2002	DOD	RAMVAN
670	C2663E	1171681	MOTOR CARRIER VEHICLES	2004	FOR	VAN
670	C2787P	1183686	MRE 2X4	2005	DOD	PU
670	M9218	E91A11	ENFORCEMENT MOTORCYCLE	2004	BMW	R1150RT
670	M9263	E91A56	ENFORCEMENT MOTORCYCLE	2004	BMW	R1150RT
670	M9331	E92A24	ENFORCEMENT MOTORCYCLE	2004	BMW	R1150RT
670	M9680	3000487	ENFORCEMENT MOTORCYCLE	2009	BMW	R1200RT
670	T139	1103972	TRAILERS	1988	UNK	MOTOR TRLR
670	T427X	1283514	TRAILERS	2008	NATL	MESSAGE/RADR

If the vehicle has been transferred - attach CHP 57 form

VERIFIED BY: _____ DATE: _____

COMMANDERS SIGNATURE : _____

33

ATTACHMENT E

670 - Westminster

November 23, 2009

Officer Issued Weapons

Smith & Wesson - 4006TSW

(201) Issued to officer

ID# Last Name

First Name

Ser#Control#Comments

[REDACTED]

MES

HE

Department of California Highway Patrol
Complete Area Inventory
670 - Westminster

November 23, 2009

YES

4E5

Yes

Department of California Highway Patrol
 Complete Area Inventory
 670 - Westminster

November 23, 2009

[REDACTED]

Issued to officer: [REDACTED]

Issued to officer

ID# Last Name

First Name

Ser#

Control#

Comments

Issued to officer: [REDACTED]

Officer Issued Weapons Total: [REDACTED]

Area Issued Weapons

Ser#

Control#

Comments

[REDACTED]

465

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]

670 - Westminster

November 23, 2009

[REDACTED]

۶۵۵

YES

This image shows a single page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or printed text on the page.

Department of California Highway Patrol
Complete Area Inventory
670 - Westminster

November 23, 2009

[REDACTED]
[REDACTED]
[REDACTED]

YES

Issued to Area/Division: [REDACTED]

Ser#

Control#

Comments

[REDACTED]
[REDACTED]

[REDACTED]

Ser#

Control#

Comments

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Issued to Area/Division: [REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]

670 - Westminster

November 23, 2009

yes

yes

Issued to Area/Division:

Issued to Area/Division

Ser#

Control#Comments

Issued to Area/Division:

Area Issued Weapons Total:

Area Grand Total:

OTHER SUPPORTING DOCUMENTATION

		VEHICLE NR:	1248045
YEAR:	2007	LICENSE NR:	1248045
MAKE:	FOR	REPLACES VEHICLE:	1204179
MODEL:	CRNVIC	VIN:	2FAHP71W27X107188
CLASS CODE:	ES	DATE PLACED IN SERVICE:	08/24/2007
DEALER STOCK NR:	FL9490	FUEL CARD #:	429

EQUIPMENT

ITEM:	DESCRIPTION:
A RADIO - CHP	R-43047
A RADIO CONTROL HEAD	R-61140
A REPEATER	R-82550
A SCANNER	R-50560
ANTENNA - COMPUTER -	
BARRIER	
BASE LOAD ANTENNA	
CABLE - MAIN RADIO	
CABLE - COMPUTER DAT	
CONSOLE	
DECALS	
DOCKING STATION	
DUAL GUN LOCKS	
EXEMPT LICENSE PLATE	
EXTERNAL JUMPER PLUG	
FIRST AID KIT	
LED MIRROR MT RD/BL	
MAPLIGHT	
PRISONER RESTRAINT E	
PUSH BUMPER	
RADIO/SIREN INTERFAC	
REAR DECK LIGHT	
REPEATER ANTENNA	
ROOF NUMBERS	
SECOND EYE BOLT	
SIREN	
SPOTLIGHT RIGHT CLE	
SPOTLIGHT LEFT RED	
STALKER RADAR WIRING	
WIG WAG FLASHER	

COMMENTS: NO JACK HANDLE
09-795

ASSIGNED TO LOCATION: 0025

RECEIVED BY: Jose A. Gallegos
(Signature)

PRINT NAME: JOSE A GALLEGOS

ID NUMBER: A10639

DATE: 10-20-09

ODOMETER: 108636

TRANSFERED FROM LOCATION: 1670

DELIVERED BY: D. Kondo
(Signature)

PRINT NAME: D. KONDO

ID NUMBER: 13953

DATE: 10-20-09

----- End of Report -----

INSTRUCTIONS TO COMPLETE
AND DISTRIBUTE ON REVERSE

☐ Return ☐ Repair ☐ Transfer
☒ Loan, return by: _____

FROM: (COMMAND NAME)	LOCATION CODE	PREPARED BY	DATE
Westminster Area	670	Captain R. Pena	03/06/2009
TO: (COMMAND NAME)	LOCATION CODE	NUMBER BOXES/PIECES IN THIS SHIPMENT	
San Diego Area	645		
SHIPPED VIA		DRIVER'S SIGNATURE	
<input type="checkbox"/> SSU truck <input checked="" type="checkbox"/> Other (specify): uniformed personnel			

EQUIPMENT

MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

[illegible]

PAS

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
PRELIMINARY ALCOHOL SCREENING DEVICE REPAIR TRANSMITTAL
CHP 202L (Rev. 11-03) OPI 051

INSTRUCTIONS ON NEXT PAGE

CHECK ONE OF THE FOLLOWING:

- ☐ Warranty Related Repair
☒ Non-Warranty Related Repair

TO BE COMPLETED BY CHP

SECTION A. REQUESTER IDENTIFICATION

NAME (LAST, FIRST, M.I.) Winstead, Erin C.		I.D. NUMBER 016194	
AREA NAME (DIVISION, AREA, UNIT) Border Div. / Westminster Area / Special Duty		LOCATION CODE 670	TELEPHONE NUMBER 714/892-4426
AREA ADDRESS (STREET) 13200 Goldenwest Street			
CITY WESTMINSTER		STATE CA	ZIP CODE 92683

SECTION B. EQUIPMENT IDENTIFICATION

TYPE (PAS, Printer, Simulator) PAS	MAKE/MODEL ALCO-SENSOR IV	SERIAL NUMBER 7672	CHP/FEDERAL NO. NONE
---------------------------------------	------------------------------	-----------------------	-------------------------

SECTION C. DESCRIPTION OF PROBLEM

(Be as descriptive as possible, use additional sheets if necessary)
Display shows "MAN" - possible breath flow sensor inoperative.

SECTION D. AREA SHIPPING INFORMATION

SHIPPED TO D.O.J. - 4949 BROADWAY #F126, SACRAMENTO, CA 95820	SHIPPED VIA ONTRAC	DATE 10/22/2009
--	-----------------------	--------------------

CALIFORNIA OVERNIGHT
On Time Delivery For Less
800-334-5000
Call For A Pickup!

Account Number [REDACTED] B10204889037
Date 10/22/09 [REDACTED]

FROM (Company)
CALIFORNIA HWY PATROL
13200 GOLDENWEST ST
WESTMINSTER

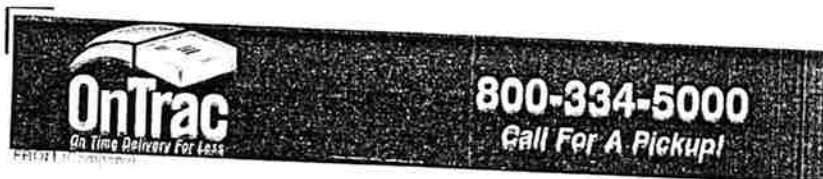


0A 92683 714-892-4426

PLEASE PRINT IN BLOCK LETTERS

TO (Company) WE CANNOT DELIVER TO A P.O. BOX
DEPT OF JUSTICE
4949 BROADWAY
F-126 SACRAMENTO
CA 95820 (916) 227-3566

Service Options	Billing Information	Weight
<input type="checkbox"/> SUNRISE - BY 10:30 AM* <input type="checkbox"/> SUNRISE GOLD - BY 8:00 AM* <input type="checkbox"/> HEAVYWEIGHT** <input type="checkbox"/> Saturday Delivery - Extra Charge <input type="checkbox"/> HOLD FOR PICKUP <input checked="" type="checkbox"/> This shipment requires a delivery signature <input checked="" type="checkbox"/> Declared Value \$ 745.00 (Maximum \$25,000) C.O.D. Amount \$, Limit \$5,000 (Add the C.O.D. tag to package)	<input checked="" type="checkbox"/> Bill Shipper's Account <input type="checkbox"/> Bill Recipient Acct # <input type="checkbox"/> Bill Third Party Acct # Dim weight charge if greater than actual weight L in. X W in. X H in. +225 =	Specify: <input type="checkbox"/> 8 oz. Letter or <input checked="" type="checkbox"/> 3 Weight lbs. (Subject to verification)
Driver # 494798 Pick-up Time 7:00 Shipper's Signature [Signature]	Driver's Initials E WINSTEAD	



800-334-5000
Call For A Pickup!

Account
Number

B10232007427

Date

112509

SHIP TO:

SHIP ADDRESS

13280

601 DAN WEST STREET

Suite

CA

WESTMINSTER

State

Zip Code (Required)

Phone Number

CA

92683

(714) 892-4426

PLEASE PRINT IN BLOCK LETTERS with Blue / Black Ink

CALIFORNIA HWY PATROL

Street Address

601 N 7TH STREET

Suite #

City

SACRAMENTO

State

Zip Code (Required)

Phone Number

CA 95811

916 843 3344

Recipient's Name

M. BRUSH-RESEARCH & PLANN-

Shipper's Ref #

178744685



B10232007427

Service Options		Billing Information	Weight
<small>*If no fee is checked, Service Service will be applied. **Maximum charge weight is 300 lbs. - Delivery by 5:00 P.M. Note: Delivery fees for all services may be used in some areas. Check service guide or visit our website for details.</small>		<small>If none is selected, shipper will be invoiced.</small>	
SUNRISE - BY 10:30 AM*		<input checked="" type="checkbox"/> Bill Shipper's Account	8 oz. Lett or
SUNRISE GOLD - BY 8:00 AM*		Bill Other Acct #	Weight lbs. (Subject to verification)
HEAVYWEIGHT**			
Saturday Delivery - Extra Charge <small>(See Service Guide for details)</small>			
HOLD FOR PICKUP <small>This shipment requires a delivery signature</small>			Dim weight charge if greater than actual weight
Declared Value \$ <small>(Maximum \$25,000)</small>			L in. X W in. X H in. +225 =
745.00			
C.O.D. Amount \$, Limit \$10,000 <small>(attach C.O.D. tag to package)</small>		Secured Payment <small>(Money Order or Certified Check)</small>	
		Unsecured Payment <small>(Company Check or Personal Check)</small>	
Driver #	Pick-up Time	Shipper's Signature	
Driver's Initials	Shipper's Name		
	G WINSTEAD		

ONTRAC COPY